



# NEW JERSEY FFA

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## CHAPTER CHARTER REQUIREMENTS

# CHAPTER CONSTITUTION

## Annual Submission of a Chapter Constitution

Created 8/17/17

The delegates of the 88<sup>th</sup> New Jersey State FFA Convention voted to require the submission of a chapter constitution to maintain a chapter charter. This requirement will go into effect for the 2017-2018 school year. See below for additional evidence that supports the need for this requirement.

- New Jersey FFA Association Constitution  
Article I. Organization of Local Chapters  
Section C. #7  
Submit an updated local FFA chapter constitution to the State FFA Office by December 1.
- National Chapter Application (including Superior Chapter)  
National Quality FFA Chapter Standards  
Indicator #4.  
The FFA chapter constitution and bylaws are up-to-date and approved by chapter members.
- National Quality Program Standards  
Standard 3: Leadership and Personal Development Through FFA  
Quality Indicator #4  
The FFA Chapter constitution and bylaws are up-to-date and approved by chapter members.

### SAMPLE LOCAL CHAPTER CONSTITUTION\*

A editable template for this constitution & bylaws is available at

[http://www.jerseyeducation.nj.gov/agriculture/ag\\_ed/ffa/chapter/](http://www.jerseyeducation.nj.gov/agriculture/ag_ed/ffa/chapter/)

## [Name of Chapter] FFA Chapter Chapter Constitution and Bylaws

(Effective [Date Passed by Chapter] at the [Month] Chapter Meeting)

### ARTICLE I. NAME

#### Section A.

The name of this organization shall be the [CHAPTER NAME] Chapter of the National FFA Organization.

#### Section B.

The mission and strategies for this chapter are as follows:

FFA makes a positive difference in the lives of students by developing their potential for **premier leadership, personal growth and career success** through agricultural education.

1. Develops competent and assertive agricultural leadership.
2. Increases awareness of the global and technological importance of agriculture
3. and its contribution to our well-being.
4. Strengthens the confidence of agriculture students in themselves and their work.
5. Promotes the intelligent choice and establishment of an agricultural career.
6. Encourages achievement in supervised agricultural experience programs.
7. Encourages wise management of economic, environmental and human resources
8. of the community.
9. Develops interpersonal skills in teamwork, communications, human relations
10. and social interaction.
11. Builds character and promotes citizenship, volunteerism and patriotism.
12. Promotes cooperation and cooperative attitudes among all people.

13. Promotes healthy lifestyles.
14. Encourages excellence in scholarship.

## ARTICLE II. ORGANIZATION

### Section A.

The [CHAPTER NAME] FFA Chapter is a chartered local unit of the New Jersey FFA Association, Inc. which is chartered by the National FFA Organization.

### Section B.

This chapter accepts in full the provisions in the constitution and bylaws of the New Jersey FFA Association, Inc. as well as those of the National FFA Organization.

## ARTICLE III. MEMBERSHIP

### Section A.

Membership in this chapter shall be of three kinds: (1) Active; (2) Alumni and (3) Honorary, as defined by the National FFA Constitution.

### Section B.

The regular activities of this chapter shall be carried on by the active membership.

### Section C.

Honorary membership in this chapter shall be limited to the Honorary Chapter FFA Degree.

### Section D.

Active members in good standing may vote on all business brought before the chapter. An active member shall be considered in good standing when:

1. While in school, be enrolled in at least one agricultural education course during the school year and/or follow a planned course of study. Either course must include a supervised agricultural experience program, the objective of which is preparation for an agricultural career.
2. Show an interest in the affairs of the organization by attending meetings, striving for degrees of membership, and participating in other organized activities of the chapter.
3. Pay all current state and national dues by the date determined by the chapter.
4. Display conduct consistent with the ideals and purposes of the National FFA Organization.

### Section E.

Names of applicants for membership shall be filed with the membership committee.

## ARTICLE IV. EMBLEMS

### Section A.

The emblem of the FFA shall be the emblem for the chapter.

### Section B.

Emblems used by the members shall be designated by the National FFA Organization.

## ARTICLE V. DEGREES AND PRIVILEGES OF ACTIVE MEMBERSHIP

### Section A.

There shall be five degrees of active membership based on individual achievement. These degrees are (1) Discovery FFA Degree (2) Greenhand FFA Degree, (3) Chapter FFA Degree, (4) State FFA Degree, and (5) American FFA Degree.

- All "Greenhands" are entitled to wear the regulation bronze emblem pin.
- All members holding the Chapter FFA Degree are entitled to wear the regulation silver emblem pin.
- All members holding the State FFA Degree are entitled to wear the regulation gold emblem charm.
- All members holding the American FFA Degree are entitled to wear the regulation gold emblem key.

### Section B.

Discovery FFA Degree. To be eligible to receive the Discovery Degree from a chapter, the member must meet minimum requirements:

1. Be enrolled in agricultural education class for at least a portion of the school year while in grades 7-8.
2. Have become a dues paying member of the FFA at local, state and national levels.

3. Participate in at least one local FFA chapter activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership, and entrepreneurial opportunities.
5. Be familiar with the local FFA chapter program of activities.
6. Submit written applications for the degree.

### **Section C.**

Greenhand FFA Degree. Minimum qualifications for election: (Refer to National Constitution)

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the meaning of the FFA Creed, Motto, and Salute.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and the chapter Program of Activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit a written application for the Greenhand FFA Degree.

### **Section D.**

Chapter FFA Degree. Minimum qualifications for election: (Refer to National Constitution)

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school
3. instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agricultural education course.
4. Must have participated in the planning and conducting of at least three official functions in the chapter Program of Activities.
5. Must have earned and productively invested at least \$150 by the member's own efforts or worked at least forty-five hours in excess of scheduled class time, or a combination thereof, and have developed plans for continued growth and improvement in a supervised agricultural experience program.
6. Must have effectively led a group discussion for 15 minutes.
7. Must have demonstrated five procedures of parliamentary law.
8. Must show progress toward individual achievement in the FFA award programs.
9. Must have a satisfactory scholastic record.
10. Must submit a written application for the Chapter FFA Degree.

### **Section E.**

1. State FFA Degree. Minimum qualifications for selection:  
Have received the Chapter FFA Degree and have been an active member for two years.
2. While in school, have completed the equivalent of at least two years (360 hours) of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
3. Have earned and productively invested at least \$1,000.00 net income by the member's own efforts from their supervised agricultural experience program or worked at least 300 hours in excess of scheduled class time in a supervised agricultural experience or a combination thereof.
4. Be familiar with the provisions of the constitution of the State Association and National Organization.
5. Demonstrate leadership ability by:
  - Performing 10 parliamentary procedure activities.
  - Giving a six - minute presentation on an agriculture topic.
  - Serving as an officer and/or committee chair, or participating member of a major committee.
  - Participating in student, chapter, school, or community activities.
6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
7. Have participated in the planning and completion of the chapter Program of Activities.
8. Have participated in at least five different FFA activities above the chapter level.
9. Have participated in at least 25 additional, unduplicated hours of community service activities within at least two different community service activities.

The New Jersey FFA Association, Inc. shall be entitled to elect all those who meet minimum qualifications. Written records of achievement verified by the local advisor shall be submitted to the State FFA Advisor by March 15 of the current year to permit adequate evaluation.

**Section F.**

American FFA Degree. Minimum qualifications for selection.

1. Qualifications for the American FFA Degree are those set forth in the constitution of the National FFA Organization.

**ARTICLE VI. CHAPTER OFFICERS**

**Section A.**

The offices of the FFA chapter shall be: president, vice president, secretary, treasurer, reporter and sentinel. Other officers may be elected as deemed appropriate by the local advisor and/or governing body. The teacher(s) of agricultural education shall be the FFA advisor(s).

**Section B.**

The members present at any regular meeting of the chapter shall elect chapter officers annually or semi-annually.

**ARTICLE VII. PROGRAM AFFILIATION**

**Section A.**

Local program affiliation fees in this chapter shall be paid through affiliation to the New Jersey FFA Association, Inc. as per agreed to in the fiscal year affiliation contract.

**Section B.**

No member shall be considered as active and in good standing unless the chapter pays full affiliation fees and submits all required chapter charter materials on time.

**ARTICLE VIII. AMENDMENTS**

**Section A.**

This constitution may be amended or changed at any regular chapter meeting by a two-thirds vote of the active members present providing it is not in conflict with the New Jersey FFA Association, Inc. constitution or that of the National FFA Organization.

**Section B.**

Bylaws may be adopted to fit the needs of the chapter at any regular chapter meeting by a two-thirds vote of the active members present providing such bylaws conflict in no way with the constitution and bylaws of either the New Jersey FFA Association, Inc. or the national organization.

## **[CHAPTER NAME] FFA Chapter Chapter Bylaws**

**DUTIES OF THE BYLAWS:**

In common practice, bylaws outline the workings of an organization. Common bylaw topics include how officers are elected, the role of each officer, accounting and finance procedures, dissolution clauses and rules governing transfer of shares and ownership. However, bylaws can be as detailed or as simple as an organization likes and allow for tremendous flexibility on the part of members and officers, or can devise a detailed system of governance that limits the power of individuals.

[Adapted from: <http://smallbusiness.chron.com/difference-between-bylaws-constitution-organization-23740.html>]

*\*This sample constitution and bylaws may be edited to fit the needs of the local chapter, provided they are not in conflict with the National FFA Organization Constitution, the New Jersey State FFA Association Constitution, or the statutes, rules and regulations of the State of New Jersey Department of Education.*